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DELTA COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Virtually via Zoom (1-929-205-6099 Webinar ID 836 8462 9865)
Held virtually per Governor Whitmer’s Executive Order 2020-75 (COVID-19)
Tuesday, May 12, 2020
7:00 p.m.

BOARD PRESENT M. Benecke, A. Buckley, R. Emrich, S. Gannon, K. Lawrence-Webster, D. Middleton, M. Nash, M. Rowley, M. Thomas

BOARD ABSENT None

OTHERS PRESENT D. Allen, N. Bovid, L. Brown, T. Brown, J. Carroll, P. Clark, E. Clement, A. Cramer, M. Crawmer, R. Curley, R. Curry, C. Curtis, S. DuFresne, D. Fairchild, J. Foco, P. Fox, J. Garn, J. Goodnow, L. Govitz, L. Krukowski, S. Lewless, D. McQuiston, J. Miller, M. Mosqueda, J. Mulders, G. Przygocki, S. Roche, E. Roth, K. Schuler, G. Teter, C. Thomas, A. Ursuy, B. Wesolek

PRESS PRESENT K. Farley (Saginaw News)

CALL TO ORDER Board Chair, D. Middleton, called the meeting to order at 7:04 p.m.

Board Chair Middleton provided the following guidance on how this Board Meeting would run.

“Good evening,

I would like to take a minute to explain how I will run today’s meeting.

The Board is authorized to hold this virtual meeting with participation through the Zoom platform in compliance with the Michigan Open Meetings Act as modified by Governor Gretchen Whitmer’s Executive Order 2020-75 that was issued on March 18, 2020.

The Zoom platform allows participants to participate virtually via phone or computer and ensures that the public can participate in this meeting.

For those joining us today, we want to ensure everyone can hear the board meeting. To minimize audio feedback, we ask all virtual participants not to use any speakerphone options.

All participants are currently muted to prevent any background noise or feedback. Board members will be unmuted to allow full participation during the meeting when recognized by the Board Chair. For clarity, please state your name prior to speaking.

- If you are joining via phone and wish to be recognized, please press *9.

- If you are joining via the video option on your computer, please press the “raise hand” option.

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I have asked our Assistant Board Secretary, Talisa Brown; and Kay Schuler, Administrative Assistant in the President's Office to service as moderators to assist me with today's meeting.

Our moderators will note those who wish to address the Board and unmute your lines one by one, announcing who is being unmuted.

Please note that all votes will be taken via roll call by our Board Secretary, Andrea Ursuy.

If members of the public wish to address the Board, you may do so during the public comment portion of the meeting, which is on our agenda and will be announced by the Board Chair. At that time, those wishing to address the Board should indicate their desire to speak by pressing *9 (star-9).

Notes on rules for public comment, please press *9 to be recognized by the Board Chair. When you are acknowledged by the Board Chair, we ask that you state your name and you may state your county of residence. As outlined in the Board of Trustees Bylaws, please limit your comments to five minutes.

Again, note that all lines have been muted, except for the Board Chair. I will recognize you and you will be unmuted."

APPROVAL OF THE AGENDA

Board Chair, D. Middleton, read the agenda so that those participating by phone would know what the Board was being asked to approve. Board Chair Middleton called for approval of the agenda. R. Emrich made a motion to approve the agenda. M. Nash seconded the motion.

The results of the roll call vote to approve the agenda are as follows:

M. Benecke – Yes
A. Buckley – Yes
R. Emrich – Yes
S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously.

PUBLIC COMMENTS

Board Chair, D. Middleton, called for public comment.

TREASURER'S REPORT

S. DuFresne said the Board has received the financials for the month ended April 30, 2020. Tuition and fees are coming in higher than projected for the Spring semester, but final numbers are not in yet. She noted that the College has not received our final State of Michigan aid payment for the 2019-2020 year yet. It usually arrives in July or August but at this time is an unknown. S. DuFresne said that our auxiliary services have operationally shut-down and as a result are not producing revenue. She said she

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expects that in some of the auxiliary areas of the College, we will finish the year in a deficit. S. DuFresne concluded her report by saying that assumptions are changing on a daily basis and the College will provide the best budget information we can in June, with the information we have at that time.

CONSENT AGENDA

D. Middleton called for approval of the consent agenda. M. Rowley made a motion to approve the consent agenda with support from M. Nash.

The results of the roll call vote to approve the consent agenda are as follows:

- M. Benecke – Yes
- A. Buckley – Yes
- R. Emrich – Yes
- S. Gannon – Yes
- D. Middleton – Yes
- M. Nash – Yes
- M. Rowley – Yes
- M. Thomas – Yes

The consent agenda passed unanimously resulting in:

Acceptance of Minutes:

1. Special Board Meeting, April 1, 2020
2. Board Regular Meeting, April 14, 2020

BOARD ACTION

Approval of Radiography
Equipment Purchase from
Radtech
(BA5328)

It is the recommendation of the administration that the Board of Trustees approve the purchase of the Radiography equipment from Radtech in the amount of \$157,200.

R. Emrich made a motion to approve the recommendation. M. Nash seconded the motion.

The Board had discussion regarding the concern, during the time of the pandemic, of balancing the budget and ensuring that the College stays relevant with the right equipment to serve students.

The results of the roll call vote to approve the recommendation are as follows:

- M. Benecke – Yes
- A. Buckley – Yes
- R. Emrich – Yes
- S. Gannon – Yes
- D. Middleton – Yes
- M. Nash – Yes
- M. Rowley – Yes
- M. Thomas – Yes

Motion passed unanimously.

BOARD ACTION

It is the recommendation of the administration that the Board of Trustees approve the purchase of the dynamometer from Powertest in the amount of \$199,124.

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Approval of Dynamometer
Purchase from Powertest
(BA5329)

R. Emrich made a motion to approve the recommendation. S. Gannon seconded the motion.

The results of the roll call vote to approve the recommendation are as follows:

M. Benecke – Yes
A. Buckley – Yes
R. Emrich – Yes
S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously.

BOARD ACTION
Approval of Maintenance
Contract with Roadrunr
(BA5330)

It is the recommendation of the administration that the Board of Trustees approve the cleaning services at the centers from Roadrunr in the amount of \$118,140 annually.

M. Nash made a motion to approve the recommendation. M. Thomas seconded the motion.

There was some discussion regarding the bidding process. J. Foco explained the factors that were considered in awarding this contract. He said that Roadrunr has been responsive to any concerns and is doing a great job overall.

The results of the roll call vote to approve the recommendation are as follows:

M. Benecke – Yes
A. Buckley – Yes
R. Emrich – Yes
S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously.

BOARD ACTION
Approval of Adding a July
14, 2020, Regular Board of
Trustees Meeting to the
2020 Meeting Calendar
(BA5331)

It is the recommendation of the administration that the Board of Trustees approve the addition of a July 14, 2020, Regular Board of Trustees Meeting to the 2020 Meeting Calendar.

R. Emrich me a motion to approve the recommendation. S. Gannon seconded the motion.

The results of the roll call vote to approve the recommendation are as follows:

M. Benecke – Yes

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A. Buckley – Yes
R. Emrich – Yes
S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously.

**PRESIDENT’S EVALUATION
AND COMPENSATION
COMMITTEE UPDATE**

M. Nash presented the process draft timeline for the President’s evaluation and asked the Trustees for feedback.

There was discussion about revising the timeline for the 360 evaluation so the Board members could review the results as they completed the evaluation tool.

M. Nash said he would revise the dates and send them back to the Administration.

**ACCEPTANCE OF
PRESIDENT’S REQUEST TO
FREEZE COMPENSATION
(BA5332)**

Dr. Goodnow requested that, in consideration of the uncertainty of the College’s budget situation, the Board freeze her compensation at this time. She said that if the Board accepted her request it would probably not be necessary for the committee to meet to discuss her compensation.

M. Nash made a motion to accept Dr. Goodnow’s request. R. Emrich seconded the motion.

The results of the roll call vote to accept Dr. Goodnow’s request are as follows:

M. Benecke – Yes
A. Buckley – Yes
R. Emrich – Yes
S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

The motion passed unanimously.

Trustee Lawrence-Webster joined the meeting at 8:14 p.m.

PRESIDENT’S REPORT

Enrollment Report

The Spring/Summer 2020 semester started yesterday. As of May 11, 3,413 students are enrolled (3,107 part-time, 306 full-time). The College projected 21,299 contact hours for the combined spring/summer semesters and as of yesterday, we are at 111.5% (23,738 contact hours) of projection. The official count date for the spring semester is May 22, 2020.

Registration has begun for the Fall 2020 Semester. As of May 11, 2,734 students have registered (1,740 part-time, 994 full-time).

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Personnel Report

The College is in the midst of interviewing candidates for the following positions that will be vacated due to retirements at the end of June:

- Vice President of Student and Educational Services
- Dean of Career Education and Learning Partnerships
- Director of Institutional Research

Dr. Goodnow said that on June 14, 2016, she introduced Jonathan Miller as our new Dean of Students coming to us from Massachusetts. Today, she announced that he has accepted a position and will be relocating to the New England area. His last day will be May 22. She thanked him for his service to Delta and wished him continued success.

The complete report of hires, promotions, and separations for the month of April can be found in Board packets this evening.

Information Sharing

- The Higher Learning Commission (HLC) completed their virtual site visit last week. Thank you to all of the Trustees that joined the Zoom meeting on Tuesday morning. Dr. Goodnow thanked all of the faculty and staff that not only participated in these meetings, but assisted in preparation for this site visit. She said the College looks forward to the physical visit taking place sometime in September.
- Delta College has been working over the past month to apply for and clarify the details of higher education funding that has been made available through the federally approved legislation called “the Coronavirus Aid, Relief and Economic Security (CARES) Act”. So far, here are the four funding pools:
 - \$2.5 million is available for awards directly to our students. The U.S. Department of Education has been very slow in providing regulatory guidelines, but Delta has developed a sound process that will meet auditing standards, since this will be included in our annual financial statements. The process should be ready to launch late this week.
 - \$2.5 million is available for the College itself to prepare and respond to the coronavirus. This is being used to upgrade a number of technology and curriculum related items that would allow us to teach courses online more efficiently, as well as to prepare our campus for our return to face-to-face interactions.
 - \$260,000 through the Corporation for Public Broadcasting, to support Delta College’s public TV and radio stations.
 - And another \$252,000 of general support for the College and we’re still exploring the criteria for usage of those dollars.
- Highlighting the importance of the 2020 Census has been a priority for Delta College. We have been publicizing it on our public TV and public radio stations, which have a very broad reach. We are sending out a Foundation publication in the next week or so, with a full-page article about the Census, to about 56,000 graduates and donors.

I recently saw [updated figures from the U.S. Census Bureau](#) and Michigan is doing well in its response rate for the 2020 census.

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- Statewide, Michigan has a 65.3% response rate, which is above the national rate of 58.6%.
- Saginaw County has a 67.6% response rate.
- Bay County has a 73.2% response rate.
- Midland County has a 74.2% response rate.

So, all three of Delta College's taxpaying counties are above both the state and national response rates. That's great for us and I think it has something to do with Delta College's involvement!

- Congratulations on Delta College becoming a Gold-level Veteran-Friendly School for the 2019-2020 academic year. Our commitment to helping student veterans succeed is evident and we are honored to receive this recognition from the Michigan Veterans Affairs Agency.

- I want to share a message from one of our students that is a testimony to the hard work and dedication of our Counseling and Advising staff to their responsiveness to the needs of our students:

Subject: *Delta Rocks*

Hi Jason,

I just wanted to reach out and say thank you. I have been trying to get registered for two different classes this spring which are the classes I need in order to apply to a program this fall. I finally was able to register this afternoon and it comes with great relief.

I have been so stressed trying to get registered, and my situation is not easy or straightforward so it took a lot of effort and different pieces that were put together to make this work.

Amanda Irwin from admissions has been calling me, and emailing on my behalf all morning and has been such a great advocate and help. Kelly and Renee from the registrar's office have been so kind to me and respond very quickly to my emails, within the hour, usually.

I have been applying and trying to register for classes at other universities and colleges, as well as obtain paperwork or information relating to course planning. I can't get calls back or even email replies from these other institutions, even with contacting them daily.

At Delta, everyone responds quickly and is reaching out to help, and I truly appreciate it. It might not seem like a big deal, but the amount of effort shown by these two departments has made my life so much easier in this crazy time.

I'm just so grateful,

Thank you!

- Counseling and Advising also put together a video called, "We're Still Here" that has been posted on social media. Dr. Goodnow shared the video with the Board.
- Dr. Goodnow said it is no secret that her favorite time of the year is Commencement. This celebration, scheduled to happen on Friday, May 1, was postponed due to COVID-19. An internal team is now planning an alternative opportunity to celebrate our Pioneer students' accomplishments, while maintaining appropriate distances for health reasons.

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She announced "Cruise-in Commencement" for our 2020 graduates. This event will take place on Saturday, June 20, beginning at 1:00 PM. If we have inclement weather, the alternate date is Saturday, June 27.

Any student who would have been eligible to "walk" on May 1, 2020, will be invited to join us on campus to drive up "curbside" and pick up their diploma cover. Dr. Goodnow will hand out the diplomas and will wear gloves and a face mask.

Trustees will be invited to participate, while maintaining a safe distance. All faculty will be invited to be on campus, around the Delta Drive perimeter, so students driving around will see them. Students, faculty and staff will be encouraged to decorate their cars. Other celebratory elements are being explored to add to the day's activities.

More information including details and a campus map showing the flow of traffic for that day will be shared with you.

- Finally, Dr. Goodnow said that Board members received a memo requesting that her 2019-2020 evaluation be conducted in a closed session. This memo was attached to the notification Trustees received on May 8, from Talisa Brown, indicating that the board packet was available.

TRUSTEE COMMENTS

R. Emrich said he continues to be impressed with Dr. Goodnow, the administration, faculty, staff, and Trustees for continuing to demonstrate what a kind and caring organization Delta College is. He said he is so proud to be a part of this College.

M. Thomas said she appreciated the dinner meeting presentation on the budget. She also said that she would like to see diversity in the videos like the one that was shown of the counseling and advising staff this evening. She said that will help all students feel welcome.

S. Gannon thanked S. DuFresne and her team for presenting the budget at the dinner meeting. She wished Jonathan Miller well in his new role. She also congratulated the administration for their diligence in working with the CARES Act funding.

Andre Buckley thanked the leadership for doing a great job. He said he is proud and that the College has his support.

M. Nash asked that the Board circle back to discuss who would complete the President's 360 review. The Board reviewed the draft list and added Carlos McMath. In addition, the Board asked the President to add additional faculty from the eLearning team, some MCCA Presidents, and League President's to the list of those who will be asked to complete the 360.

M. Benecke thanked everyone involved in setting up a great meeting. She also thanked the Counseling and Advising Staff for an awesome video.

M. Rowley thanked Dr. Goodnow for volunteering to hold on her salary. He said that the 360 review is valuable because it is completed by people who report to the

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President. He said he doesn't want to see it watered down. He also said that he just does not want the Board to recycle other people's thoughts when they evaluate Dr. Goodnow.

R. Emrich thanked Kay Schuler, Talisa Brown, and Andrea Ursuy for all they do to support the Board.

CHAIR COMMENTS

Chair Middleton said congratulations to the entire leadership team for the positive progress on the HLC accreditation.

Chair Middleton congratulated a couple of retiring faculty with a great number of years of service to the College. Bruce Kemmer, who teaches management in the BTech Division and has led the Prison Pell Program for the College at the Saginaw Correctional Facility and Janis Kendziorski, who teaches accounting and has been a leader in our sustainability efforts on campus.

Chair Middleton thanked Jonathan Miller for his service and wished him well in his new position.

VOTE TO GO INTO CLOSED SESSION PURSUANT TO SECTION 8(C) OF THE OPEN MEETINGS ACT FOR STRATEGY CONNECTED WITH THE NEGOTIATION OF THE FACULTY COLLECTIVE BARGAINING AGREEMENT

M. Rowley made a motion that the Board go into Closed Session Pursuant to Section 8(c) of the Open Meetings Act for Strategy Connected with the Negotiation of the Faculty Collective Bargaining Agreement. S. Gannon seconded the motion.

The results of the roll call vote to go into closed session are as follows:

- M. Benecke – Yes
- A. Buckley – Yes
- R. Emrich – Yes
- S. Gannon – Yes
- D. Middleton – Yes
- M. Nash – Yes
- M. Rowley – Yes
- M. Thomas – Yes

The motion passed unanimously.

The Board went into closed session at 9:08 p.m.

The closed session ended and the Board went back into open session at 9:52 p.m.

ADJOURNMENT

There being no further business, Board Chair Middleton adjourned the meeting at 9:54 p.m.

Andrea Ursuy, Board Secretary